

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Contracts and Bids

**DEPARTMENT:** Fiscal Services **DIVISION:** Purchasing and Contracts Division

**AUTHORIZED BY:** Cindy Hall  **CONTACT:** Ray Hooper  **EXT.** 7111

**Agenda Date** 04/22/03 **Regular** ☐ **Consent** ☒ **Work Session** ☐ **Briefing** ☐  
**Public Hearing – 1:30** ☐ **Public Hearing – 7:00** ☐


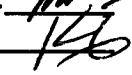
**MOTION/RECOMMENDATION:**

**BACKGROUND:**

**CONSTRUCTION CONTRACTS**

19. **Award CC-1201-03/BJC – Athletic Field Lighting Electrical Construction Project, to M. Gay Constructors, Inc., Jacksonville (\$69,400.00).**

CC-1201-03/BJC will provide for all labor, materials, equipment, coordination and incidentals necessary for the athletic field lighting and electrical installation and will provide a turn key operation for one (1) athletic multipurpose field at Sylvan Lake Park, Field "C" and four (4) baseball fields at Soldiers Creek Park. The

**Reviewed by:**  
**Co Atty:** \_\_\_\_\_  
**DFS:** \_\_\_\_\_  
**Other:** \_\_\_\_\_  
**DCM:**   
**CM:** 

**File No.** CFSP00

scope will also include the removal of the existing wooden poles on the baseball fields at Soldiers Creek and the installation of owner furnished Musco Lighting Structure System. The Contractor will be responsible for furnishing and installing the underground wiring and new electrical service necessary for the project.

This project was publicly advertised and the County received five (5) responses. The Review Committee, which consisted of Rafael Fernandez, Facilities Maintenance; Joe Gasparini, Parks and Recreation Manager and Jeff Hayes, Parks Coordinator, evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, M. Gay Constructors, Inc., Jacksonville, in the amount of \$69,400.00. The completion time for this project is one hundred twenty (120) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account number 043800-56063000 (Parks, Improvements Other than Building) (Soldier's Creek CIP# PI20512X and Sylvan CIP# PI20513X). Library & Leisure Services/ Parks & Recreation Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

**20. Award CC-1204-03/BJC – Northwest Service Area Flow Meter Replacement, to Interstate Engineering Corporation, Boca Raton (\$289,000.00).**

CC-1204-03/BJC will provide for all labor, materials, equipment, coordination, transportation and incidentals necessary for the replacement of thirteen (13) existing raw and finished water flow meters at three (3) existing water treatment plants in Seminole County's Northwest Service Area. This includes raw and finished water piping modifications to install the replacement flow meters along with electrical connection of flow meter signals to the existing plant control systems. Modifications to Seminole County's existing SCADA system is also required as part of this project.

This project was publicly advertised and the County received eight (8) responses. The Review Committee, which consisted of Stan Brown, Utilities Division; Richard Gerling, Utilities Division and Tom Owens, Utilities Division, evaluated the submittals. Consideration was given to the firm's qualifications, experience and cost of the project.

The Review Committee recommends award of the contract to the lowest responsible, responsive Bidder, Interstate Engineering Corporation, Boca Raton, in the amount of \$289,000.00. Bidder #1, Azurix North America Operations &

Maintenance, Inc., New Port Richey was considered non-responsive for providing a bid for equipment that are not acceptable as equal to the equipment required by the specifications in the bid documents. Documentation is provided in the backup. The completion time for this project is one hundred fifty (150) calendar days from the issuance of the Notice to Proceed by the County.

This is a budgeted project and funds are available in account number 087801-536-56065000 (Water and Sewer, Construction in Progress) CIP #DF85072X. Environmental Services/Utilities Division and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation of terms and pursuant to the scope of services in the Bid Documents.

**21. Approve Change Order #4 to FC-1168-01/BJC – Markham Regional Water Treatment Plant, with Wharton Smith, Inc., Lake Monroe (\$1,031,464.66) (Time Extension).**

FC-1168-01/BJC provides for all labor materials, equipment, coordination and incidentals necessary for the construction of the new Markham Regional Water Treatment Plant, ground storage tank, high service pumps, chemical feed pumps emergency generators, electrical and control/instrumentation systems, yard piping and meters, and off-site potable water transmission mains. Change Order #4 will provide for three additional off-site monitor wells required by Water Management District Consumptive Use permit; add a third raw water supply well on site to provide a backup well for the two previously approved wells which will bring the plant to design capacity; and site security equipment.

An extension to the contract of three hundred forty-six (346) calendars days necessary for the completion of this project.

The following is a summary of the cost of the contract:

|                       |                     |
|-----------------------|---------------------|
| Original Contract Sum | \$5,652,000.00      |
| Change Orders #1-#3   | 882,441.00          |
| Add Change Order #4   | <u>1,031,464.66</u> |
| Revised Contract Sum  | \$7,565,905.66      |

Funds are available in account number 087801/087816 -56065000 (Water and Sewer 21 M Debt Proceeds, Construction in Progress) CIP #DF85341X. Environmental Services and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Change Order.

**22. Approve Amendment #1 to CC-1203-03/BJC – Continuing Contract for Painting Services and Miscellaneous Repairs, with Angel-Brite Inc., Altamonte Springs (Not-to-Exceed \$300,000.00 per year).**

CC-1203-03/BJC provides for all labor, materials, equipment, coordination and incidentals necessary for miscellaneous repairs and painting services and related appurtenances for various jobs within Seminole County, including but not limited, to, wall repairs or wall patching, wall painting, masking, metal door painting, metal or wood jamb painting, previously painted wood doors, finishing or refinishing stained or varnished doors, removal and installation of vinyl or fabric wall covering, ceiling painting, ceiling or wall texturing, wood trim painting, staining, varnishing or re-varnishing wood trim, shelving and floors as requested, scaffolding, high reaches or lifts as needed, and pressure washing on exterior projects if required.

The original contract was approved by the Board of County Commissioners on March 25, 2003 with a Not-to-Exceed amount of \$100,000.00 per year. Amendment #1 will revise the contract annual's amount to a not-to-exceed amount of \$300,000.00 per year. The revised amount is due to the fact that the contract will be utilized county-wide for numerous projects.

Authorization for performance of services by the Contractor under this agreement shall be on an as needed basis. The contract term is a three year base period with two one year option periods.

Fiscal Services/Purchasing and Contracts Division recommends the Board to approve and authorize the Chairman to execute the Amendment as approved and prepared by the County Attorney's Office.

### **PROFESSIONAL SERVICES**

**23. Approve ranking list for PS-5136-03/BJC – Master Agreement for Professional Engineering Services for the Northwest Regional Wastewater Treatment Facility Sludge Handling and award an Agreement to Baskerville-Donovan, Inc., Melbourne (Not-to-Exceed \$280,000.00).**

PS-5136-03/BJC will provide professional engineering services for the design, permitting, bidding, construction engineering and inspection services for the sludge handling at the Northwest Area Regional Wastewater Treatment Facility and design services only for the Greenwood Lakes Waste Water Treatment sludge handling facility.

This project was publicly advertised and the County received eleven (11) submittals (listed in alphabetical order):

- Baskerville-Donovan, Inc., Melbourne;
- Black & Veatch, Orlando;

- Boyle Engineering Corporation, Orlando;
- Brown and Caldwell, Maitland;
- Camp, Dresser & McKee, Inc., Maitland;
- Chastain-Skillman, Inc., Lakeland;
- CPH Engineers, Inc., Sanford;
- Malcolm Pirnie, Inc., Maitland;
- McKim & Creed, Daytona Beach;
- PBS&J, Orlando;
- Professional Engineering Consultants, Inc., Orlando.

The Evaluation Committee, which consisted of Jack Cheney, Environmental Services; Glenn Foreman, Environmental Services; Mike Harber, Senior Engineer; Ruth Lala, Principal Coordinator and Gary Rudolph, Utilities Manager, evaluated the submittals. Based on the initial evaluation, the Evaluation Committee interviewed the following firms (listed in alphabetical order):

- Baskerville-Donovan, Inc., Melbourne;
- Black & Veatch, Orlando;
- Chastain-Skillman, Inc., Lakeland;
- Malcolm Pirnie, Inc., Maitland.

Consideration was given to the following criteria:

- General professional experience and qualifications;
- Specific professional experience for this work;
- Proposed use of sub-consultants;
- Project manager's proposed approach;
- Qualification of proposed project manager;
- Project staff resources;
- Overall quality of interview presentation.

The Evaluation Committee recommends the Board to approve the ranking, authorize staff to negotiate and award an Agreement with the top ranked firm:

1. Baskerville-Donovan, Inc., Melbourne;
2. Malcolm Pirnie, Inc., Maitland;
3. Chastain-Skillman, Inc., Lakeland;
4. Black & Veatch, Orlando.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project.

Environmental Services/Planning, Engineering and Inspections and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the ranking and authorize the Chairman to execute the Master Agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents as long as the contract does not exceed \$280,000.00.

**24. Approve Amendment #1 to PS-5117-02/BJC – Preliminary Engineering and Final Design Services for East Lake Brantley Road Improvements, with Avcon, Inc., Orlando (\$150,000.00).**

PS-5117-02/BJC provides for preliminary engineering and final design services for East Lake Brantley Road Improvements (from Wekiva Springs Road to S.R. 434). The project total length is approximately 0.6 mile. The purpose of this improvement is to look at feasible solutions for retrofitting this road with sidewalks, drainage improvements, and explore the possibilities of three laning the whole roadway and rebuild roadway where structure failures are eminent. Engineering services for the corridor analysis will include the design, permitting and the preparation of a complete set of construction bid documents for the project. Based on the preliminary engineering report, amendment #1 will increase the not-to-exceed contract amount of the Master Agreement to allow for the final design engineering contract to proceed.

Authorization for performance of services by the Consultant under this agreement shall be in the form of written Work Orders issued and executed by the County and signed by the Consultant. The work and dollar amount for each Work Order will be negotiated on an as-needed basis for each project. The following is a summary of the cost of the contract:

|                       |                   |
|-----------------------|-------------------|
| Original Contract Sum | \$250,000.00      |
| Add Amendment #1      | <u>150,000.00</u> |
| Revised Contract Sum  | \$400,000.00      |

Public Works/Engineering and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the Amendment as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the Professional Services documents.

### **REQUEST FOR PROPOSALS**

**25. Award RFP-4182-03/BJC – Irrigation Audits Services, to Masuen Consulting, Okeechobee (Not-to-Exceed \$50,000.00/per year).**

RFP-4171-02/BJC will provide for the services of conducting irrigation audits for residential properties as described in the scope of services.

This project was publicly advertised and due to the nature of the requirements and specialty of services the County received one (1) proposal from Masuen Consulting, Okeechobee.

The Evaluation Committee, which consisted of Liz Block; Environmental Services; Judy Garrett; Environmental Services/Accounting; Ruth Lala; Environmental Services; Gary Rudolph; Environmental Services; and Roxane Verrechio-Robinson, Environmental Services evaluated the submittal.

The evaluation of the submittals was based on the following criterion:

#### QUALIFICATIONS:

- The firm's background and experience related to the services required in the RFP documents.
- Shall be certified in the following areas: Master Gardener or provide evidence of a similar level of competency in horticulture; Florida Irrigation Specialist; certified by the Irrigation Association or the Florida Irrigation Society as an Irrigation Auditor.
- Confirmation of references.
- Analysis of two (2) examples of previous irrigation audit reports for residential or small business customers.
- An estimate of workload and staffing. Seminole County expects to contract for approximately 200 audits and reports.
- Capability of conducting business based on a water conservation ethic and deliver a clear, strong, yet tactful water conservation message to customers.
- Working knowledge of xeriscape principles and plant species, as well as water conservation irrigation and methods (e.g. micro irrigation).
- Working knowledge of the functioning and maintenance of rain sensors and irrigation controllers.
- Ability to comply with the following response time:
  1. The Proposer must, upon receiving customer name(s), be able to contact customer(s) and schedule audit(s) within two (2) weeks of the date of receipt.
  2. The Proposer must be able to provide a written report of audit results and diagram of irrigation system to the customer and to Seminole County Environmental Services Department, Water Conservation Program within two (2) weeks of the date of the audit.

#### APPROACH TO WORK:

Analysis of the approach to work, activities and work products related to the Scope of Services as understood.

#### PRICE PROPOSAL:

Cost per zone.

The Evaluation Committee recommends the Board to award the contract to Masuen Consulting, Okeechobee. The contract will become effective the date of its execution and will remain in effect for a period of one (1) year and at the sole option of the County the contract may be renewed for two (2) additional terms not to exceed one (1) year each. The price is fair and reasonable based upon similar contracts with other governmental agencies.

This is a budgeted project and funds are available in account number 087801-53031000 (Water and Sewer, Professional Services). Environmental Services/Water and Sewer and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the agreement as prepared and approved by the County Attorney's Office with no major deviation in terms and pursuant to the requirements of the RFP documents as long as the contract does not exceed \$50,000.00 per year.

#### **OTHER**

26. **Award M-335-03/BJC – On Line Hotel Reservation Services Agreement, to WorldRes.com, Inc. (WRI), San Mateo, California (20% to 25% Net Reservation Fee payable to the County).**

M-335-03/BJC will provide for on-line reservation services for the Seminole County Convention and Visitors Bureau. The on-line reservation services offer content and real-time booking of accommodations for hotels, inns, motels, hotel groups, and other business establishments that provide for lodging of persons and which subscribe to the WRI Service. During the term of the Agreement, WRI agrees to pay to the County a referral payment, based on the Net Reservations Fees actually received by WRI, in the amount of:

| <b>Net Reservations per Calendar Quarter</b> | <b>County Percent</b>                       |
|--|---|
| For all net reservations                     | Twenty percent (20%) of Net Reservation Fee |

WRI will provide Net Reservations reports to the County within thirty (30) days of the end of the quarter. WRI will pay County within thirty (30) days of the end of the quarter on the applicable portion of Net Reservation Fees received by WRI during such quarter. In the event that a payment of less than \$25.00 is owed for any quarter, this payment shall be deferred until the first quarter in which aggregate payments owed exceed \$25.00. This Agreement will become effective the date of its execution by the parties, and will remain effective for an initial period of two (2) years. The initial term shall automatically be extended for successive periods of two (2) years, unless either party provides the other party with written notice of termination at least thirty (30) days prior to the end of such initial term. The



Agreement does not contain an e-commerce insurance clause for the services to be provided.

Tourism Department and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the project and authorize the Chairman to execute the Agreement as approved by the County Attorney's Office.

**27. Approve Amendment #2 to M-336-02/BJC – Concrete Telecommunications Shelter, with Tower Systems South, Inc., Winter Park (\$54,176.00).**

M-336-02/BJC provides for correspondence and approvals, site acquisition, utilities/emergency generators, site grounding, electrical and HVAC, inventory, space, site access, zoning and permitting and site utilization to include tower structural upgrade.

Amendment #2 will provide for the ancillary tower and building work necessary to bring on the additional Oviedo site, Sabal Point equipment and microwave optimization. During the assessment of the sites, microwave coordination, tower work for the project and additional scope was developed to provide structural upgrade, equipment, and configurations for the completion of the System Enhancement Project (M-317-02/BJC) with Motorola, approved by the Board of County Commissioners on June 11, 2002. The following is a summary of the cost of this contact:

|                       |                  |
|-----------------------|------------------|
| Original Contract Sum | \$92,297.00      |
| Amendment #1          | 25,000.00        |
| Add Amendment #2      | <u>54,176.00</u> |
| Revised Contact Sum   | \$171,473.00     |

Information Technologies/Telecommunications and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve and authorize the Chairman to execute the amendment as prepared and approved by the County Attorney's Office.

**28. Accept and authorize the Chairman to execute the Certificate of Completion for FC-1135-01/BJC – CR 46A – Phase II Road Construction, with Southland Construction, Inc., Apopka (Certificate of Completion).**

FC-1135-01/BJC provided for all labor, materials, equipment, coordination and incidentals necessary for the construction of a four (4) lane urban road including closed drainage, utilities, landscaping, signalization, signing and pavement markings (approximately 1.9 miles in length). As of April 15, 2003, all work and documentation have been satisfactory completed. Public Works/Engineering, Environmental Services/Water and Sewer and Fiscal Services/Purchasing and Contracts Division recommend the Board to approve the acceptance of this project and authorize the Chairman to execute the Certificate of Completion.